

**MINUTES OF THE REGULAR MEETING
OF THE VILLAGE OF
OAK PARK HOUSING AUTHORITY
TUESDAY, DECEMBER 12, 2017
7:45 A.M.**

OFFICIAL RECORD

PRESENT: Commissioners Butler, Hellwig, Hill, Kelly & Chairman Kralik

EXCUSED: Commissioners Walz & Muse

ALSO PRESENT: David Pope, Executive Director, Ken Southward, Malik Abbas, Jim King, Melissa Neyfeldt, and Beth Swaggerty, Staff

QUORUM

The meeting was called to order at 7:46 A.M. by Chairman Kralik.

APPROVAL OF MINUTES

Chairman Kralik called for a motion to approve the minutes of the November 14, 2017 regular monthly meeting of the Oak Park Housing Authority.

It was moved (Hellwig) and seconded (Butler) to approve the minutes of the November 14, 2017 regular monthly minutes of the Oak Park Housing Authority.

Chairman Kralik asked if anyone had any changes or corrections to the minutes. There were none.

The motion passed by unanimous voice vote.

HA-2017-12-01 RESOLUTION APPROVING THE OPHA FISCAL 2018 OPERATING BUDGET(S)

Commissioner Hellwig asked about the status of the renewal of the Heartland Alliance lease of the Showalter property. Mr. Pope explained that Heartland had advised OPRC that they would not be renewing the lease because of programmatic shifts in needed services for the population housed at the building. He stated that he spoke with Heartland about extending the current lease through March 2018 to allow adequate time to find alternative housing for the current tenants. Heartland had agreed.

There was further discussion of the make-up of the units within the property and how those units might best be marketed. Mr. Pope stated that he had reached out to Housing Forward regarding the upcoming available units and Lynda Schueler, Housing

Forward's Executive Director had indicated they would be interested in further discussion of this possible opportunity.

It was moved (Hill) and seconded (Hellwig) to approve the OPHA Fiscal 2018 Operating Budget(s).

Mr. Pope referenced the proposed 2018 Fiscal Year Budget that had been sent out previously and its revised formatting and layout; stating that he felt the changes in formatting provided a clearer accounting of the organization's real revenue and expenses. This included a comparison of 2017 forecasted performance to 2017 budgeted performance, a comparison of 2017 forecasted performance to 2016 actual performance, and 2018 budgeted amounts. He stated that the figures for 2018 were accompanied by comments explaining any significant adjustments or increases. President Pope then began a full review of the budget with the Board.

Chairman Kralik asked for clarification of whether the entire budget document as presented to the board is included in the HUD submission. Mr. King explained that while we must maintain the entire budget document on file, OPHA is no longer required send it with the HUD submission because of the organization's classification as a "high performer". He added that OPHA is simply required to make part of the submission a copy of the board resolution approving the budget.

Throughout his review of the budget(s), Mr. Pope answered various questions from board members regarding the 2018 figures.

Chairman Kralik asked for clarification of the higher than anticipated building and maintenance expenses for Mills Park Tower in 2017. Mr. King explained that the higher expense in building and maintenance was attributable to unanticipated, non-routine expenses that had occurred such as foundation, plumbing, and elevator repairs.

There was further clarification and discussion on a few line items within the Housing Choice Voucher Program, Showalter House, and 21 South Blvd (Main Office) operating budgets; including anticipated HUD subsidies.

Chairman Kralik asked if there were any further questions on any of the building or program budgets. There were none.

Chairman Kralik thanked Mr. Pope and OPRC staff for their work on the budget.

Ayes: Commissioners Hellwig, Hill, Butler, Kelly, & Chairman Kralik

Nays: None

Absent: Commissioners Walz & Muse

VILLAGE OF OAK PARK'S AFFORDABLE HOUSING RFP

Mr. Pope gave a brief overview of the Village of Oak Park's recent Affordable Housing Request for Proposals (RFP). He stated that the RFP was very broad in scope and did not specifically call for the development of brick and mortar housing and therefore he anticipated that a number of proposals would be submitted; including some that might be programmatic in nature.

The board discussed what some of those submissions might be; including the possible rehabilitation of the SRO units at the YMCA and the resubmission of the Mercy Housing proposal for development at Madison and Highland.

Chairman Kralik asked if OPRC had formulated a proposal for submission. Mr. Pope's stated there was not; however he indicated that there would be discussions with the OPRC board about possible proposal options. Mr. Pope gave a brief description of those proposal options.

Chairman Kralik stated that the OPHA would like to be part of the process and if there is anything OPHA can do to help guide or support a viable proposal the OPHA would welcome that opportunity. He added that perhaps a public statement of support from the OPHA might be helpful or could be considered in the Village's decision making process.

Mr. Pope stated that to the extent that there might be an opportunity to create addition affordable units in the community he felt it was important to come to an understanding of what we would want the nature of those units to be. He shared his concerns about leaving the markets for market-rate and affordable housing to themselves because the market for market-rate is pushed by revenue which drives it to downtown Oak Park while the market for affordable housing is pushed by cost which drives it to the east side of the Village. He stated that the result is an increasing concentration of low and very-low income households on the east side of Oak Park with the potential to negatively affect the surrounding area as well as the associated school districts. Mr. Pope said that research has shown that if you build a mixed-income building with 80% market-rate and 20% affordable then you get offsetting benefits and the outcomes for the households are actually better. He added that that the mix-income development model supports affordability throughout the community.

Chairman Kralik asked if there were any other questions regarding the RFP.

There were none pertaining to the RFP.

HA-2017-12-02 RESOLUTION AUTHORIZING THE PURCHASE OF ENERGY EFFICIENT REFRIGERATORS FROM CUSTOM APPLIANCE IN AN AMOUNT NOT TO EXCEED \$30,000 FOR INSTALLATION AT MILLS PARK TOWER

It was moved (Hill) and seconded (Hellwig) to authorize the purchase of energy efficient refrigerators from Custom Appliance in an amount not to exceed \$30,000 for installation at Mills Park Tower.

Mr. Pope gave a brief summary of the Elevate Energy Program. He stated that program allowed for the replacement of existing refrigerators (6 years or older) with new energy efficient equipment at an approximate cost of \$92.00 each. He added that the program utilizes state directed funds.

Mr. Pope stated that Mr. King had established an excellent rapport with Elevate Energy in pursuing this opportunity and that OPHA could anticipate further opportunities of this nature through the Elevate Energy program in the future.

Chairman Kralik thanked Mr. King for his efforts on this project.

Ayes: Commissioners Hellwig, Hill, Butler, Kelly, & Chairman Kralik

Nays: None

Absent: Commissioners Walz & Muse

DEPARTMENTAL REPORTS

Mills Park Tower

Mr. King provided a brief overview of the monthly report; noting one (1) vacancy and describing the various activities for the residents during the past month.

Mr. King also noted that all fire equipment had been tested and inspected and found to be in good working order.

Mr. King asked if there were any other questions. There were none.

HOUSING CHOICE VOUCHER PROGRAM

Mr. Southward presented his report for November noting minor changes in utilization. He stated that there were currently 12 NED vouchers in place; but the number should go up to 13 by January.

Chairman Kralik asked how many NED voucher holders require fully accessible units. Mr. Southward answered less than ½ of the participants.

Mr. Southward asked if there were any other questions. There were none.

OLD BUSINESS

Chairman Kralik asked if there was any old business. There was none.

NEW BUSINESS

Chairman Kralik asked if there was any new business. There was none.

PUBLIC COMMENTS

Chairman Kralik asked if there were any public comments. There were none.

ADJOURNMENT

At 9:11 A.M., it was moved (Hellwig) and seconded (Hill) to adjourn. The motion passed by unanimous voice vote.

Respectfully Submitted,

Linda Hill,
Secretary